

Simple Steps for Resetting your Password

1. From the login page: <https://secure.sos.state.ga.us/mylicense/Login.aspx?process=app>

Georgia Online Application Services

BEGIN HERE TO SUBMIT AN APPLICATION FOR A NEW LICENSE, TO RENEW AN EXISTING LICENSE OR FOR A CHARITY RENEWAL:

It is important to search the system for existing data records during the Registration Process **BEFORE** you add new information during the application process, as adding duplicate data will hamper efficient processing and approval of your application.

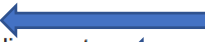

- If you wish to register for a "person" license account (e.g. Registered Nurse, Accountant), [click here](#) to continue the registration process.
- If you wish to register for a business or facility license account (e.g. Barber Shop, Cosmetology Salon), [click here](#) to continue the registration process.
- If you wish to register a "charity" account for renewal, [click here](#) to continue the registration process.

If you have previously registered and have a User ID and Password, login below to continue.

User Id

Password

Forgot your User ID or Password?

- [Click here](#) to reset for a "person" license type. 
- [Click here](#) to reset for a "business" or "facility" license type. 
- [Click here](#) to reset for a "charity" account.

[Click here to reset your personal license](#)

[Click here to reset your salon or shop license](#)

2. To Reset your Personal License Login:

Georgia Online Licensing

Register - Search for Your License

To search for your record, enter 2 of the 3 fields below and click "Search".

NOTE: Your pin was emailed to you with your application receipt. You do not need to enter your PIN if you entered your last name and SS#.

NOTE: Once you have registered with a *User Id* and *Password* of your choosing, you will have access to your pending application and any license you hold or may have held.

Last Name:

Social Security Number:

PIN:

Enter your last name and your Social Security Number OR your PIN. If you know your Social Security Number, you do not need a PIN number to reset your account.

3. To Reset your Salon or Shop License Login:

Georgia Online Licensing

Facility Search

You may enter two of the four fields to register your Business.

If you do not have a license please search on the Business Name and the FEIN/Owner SSN fields only.

If you have previously applied, your PIN was emailed to you with your application receipt. Click Search to look up your records:

IMPORTANT!

PLEASE READ CAREFULLY.

Enter the Business Name and License Number with the exact same spelling as they appear on your pocket card or on the Georgia licensing verification site.

Click [here](#) if you need to access the verification site to obtain the correct spelling.

NOTE: Once you have registered with a *User Id* and *Password* of your choosing, you will have access to *all* of this business entity's current licenses, previous licenses, and pending applications.

Business Name:	<input type="text"/>
FEIN/Owner SSN:	<input type="text"/>
License Number:	<input type="text"/>
PIN:	<input type="text"/>
	<input type="button" value="Search"/>

Please read the instructions above carefully.
If you know your Social Security Number or your Federal Employee Identification Number, you do not need a PIN number to reset your account.

4. Enter your new Username and/or Password:

Person Information

- Enter your **User Id** and **Password** for the licenses that you want to renew or apply for, plus an **Email Address** (all required fields).
- If you do not have an Email address, please enter **email@email.com**.
- Click the **Register** button at the bottom of the page to complete the registration process.

First Name:	<input type="text" value="Test"/>
Middle Name:	<input type="text"/>
Last Name:	<input type="text" value="User Two"/>
*User Id:	<input type="text" value="NT019758"/>
(Min. 6 chars.)	
*Password:	<input type="password" value="••••••"/>
(Min. 6 chars.)	
*Email:	<input type="text" value="email@email.com"/>

Enter your new Username and/or Password and click "Register".
Please remember to include a valid email address. The Board does not mail renewal notices, copies of your license, or deficiency letters. Email is the quickest, easiest, and most efficient way to connect with the Board and Board staff.

*Re-enter Password:

Please be patient while your submission is processed.